

## WISE Award Program

The WISE Award Program recognizes three outstanding Federal women scientists and engineers. Each agency is limited to one nomination per category. There is the WISE Award for Scientific Achievement, the WISE Award for Engineering Achievement, and the WISE Lifetime Achievement Award. When an individual, agency, or organization that has made exceptional accomplishments consistent with the goals and objectives of WISE is brought to our attention, a special panel reviews those accomplishments and makes the decision as to whether an award is appropriate. The Selection Panel can also grant a WISE Special Award.

### Objective:

- To recognize a specific or special scientific or engineering/technical contribution by a woman scientist in the Federal service, and
- To recognize a specific contribution made by a woman scientist in the Federal service toward encouraging young girls and women to pursue science or engineering careers, or to enhance employment, promotional or developmental opportunities for women scientists in their fields.

### Granting of the Awards:

- The award is granted in the form of a plaque. Each award is presented at the annual awards luncheon on the first day of the WISE National Training and Development Program in the presence of all attendees, guests, and the media.
- Award recipients are also recognized at a reception held in their honor on the same day.

### Eligibility Requirements:

- These awards are directed to Federally employed (both civilian and non-civilian) women scientists and engineers. For the Lifetime Achievement Award, the individual must have a minimum of twenty (20) years of Federal service.
- Each Agency or Major Department of Government may only submit one nomination for each of the three awards.
- Each nomination must include an original and six (6) copies of the following:
- The complete "Nomination Form"
- A statement of no more than two pages summarizing the nominee's achievement contributions, and initiative regarding girls and/or women.
- A copy of the nominee's resume, SF-171, or curriculum vitae which should include such things as a listing of publications, patents, etc.

To be eligible for consideration, all nominations are to be submitted by January 15 of each year to:

WISE  
c/o Joan Humphries

P.O. Box 310  
Tarpon Springs, FL 34688-0310

Please print clearly or type the information below. If your nominee(s) is selected as the winner of the award for which she is nominated, a 5 x 7 photograph will be needed for the Awards Program. The agency is to provide transportation and per diem for award recipients to attend the awards luncheon and evening reception.

NOMINATION FORM

INFORMATION ON NOMINEE:

\_\_\_\_\_  
LAST NAME FIRST NAME INITIAL

ORGANIZATION: \_\_\_\_\_

COMPLETE ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CITY STATE ZIP

PRESENT POSITION TITLE: \_\_\_\_\_

PRESENT PAY PLAN/OCCUPATIONAL SERIES/GRADE: \_\_\_\_\_

RECOMMENDED WISE AWARD: SCIENTIFIC \_\_\_\_\_ ENGINEERING \_\_\_\_\_

WISE LIFETIME ACHIEVEMENT AWARD: \_\_\_\_\_

PERIOD COVERED FOR LIFETIME ACHIEVEMENT AWARD:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_  
MONTH/DAY/YEAR MONTH/DAY/YEAR

SUPPORTING DOCUMENTATION:

- NARRATIVE STATEMENT INCLUDED: \_\_\_\_\_ YES/NO
- NARRATIVE INCLUDES A STATEMENT REGARDING NOMINEE'S ACTIVITIES TO EITHER ENCOURAGE YOUNG GIRLS TO PURSUE S/E CAREERS OR TO ASSIST WOMEN IN ADVANCING IN THEIR S/E CAREERS: \_\_\_\_\_ YES/NO
- SF-171, RESUME, VITAE INCLUDED: \_\_\_\_\_ YES/NO
- CERTIFICATION OF RECOMMENDATION INCLUDED: \_\_\_\_\_ YES/NO
- AN ORIGINAL AND SIX COPIES OF ALL MATERIALS: \_\_\_\_\_ YES/NO

CERTIFICATION OF RECOMMENDATION FOR AWARD NOMINATION

FULL NAME OF NOMINEE:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

This is to certify that I have reviewed and fully understand the stringent criteria established for recognizing the scientific or engineering contributions/achievements; the employee is, without qualification, worthy of recognition for reasons stated.

SIGNATURE OF RECOMMENDING OFFICIAL:

\_\_\_\_\_

NAME OF RECOMMENDING OFFICIAL:

\_\_\_\_\_

TELEPHONE OF RECOMMENDING OFFICIAL:

\_\_\_\_\_

AGENCY/DEPARTMENTAL AWARDS OFFICER:

\_\_\_\_\_

ADDRESS OF AWARDS OFFICER:

\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE OF AWARDS OFFICER:

\_\_\_\_\_

SIGNATURE OF AWARDS OFFICER:

NAME/TITLE OF AGENCY/DEPARTMENT

HEAD: \_\_\_\_\_

ADDRESS OF AGENCY HEAD:

\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF AGENCY HEAD:

\_\_\_\_\_